



**Public Works/Parks Safety Committee Meeting  
Minutes  
August 25, 2009**

Meeting called to order at 9:10 AM.

Present: Jeff Nieland, Adam Alix, Corey Gordon, Sue Nett, Todd Drew, Mark Radtke, Ken Popelka, Bill Basler Sr. Tim Jacobson, Brian Tungate, Jim Julius, Vince Maas

Absent: None

A. Approval of Minutes – Motion to approve minutes C. Gordon second B. Basler

B. Old Business

1. EOEP Maps – Garage plan completed Pool, Memorial Building, and Health Dept. in process.
2. EOEP Storm Drill – S. Nett stated participation was very poor. Only 2 employees called in, others stayed in the break room others were not aware of procedures or that a drill was occurring. Drill was announced over radios. Additional clarification to be conducted with V. Maas Parks Department. B. Basler and T. MacDonald given Preparedness Packs for their participation.
3. B. Basler stated that DPW had acquired the aluminum tow motor ramp and that is was installed. Old ramp was demolished. Agreement regarding cost for ramp is pending.

C. New Business

1. Monthly safety topic distributed and discussed. Topic this month "Posture – Safety begins by being in the right position!" Covers proper ergonomics for performing job duties.
2. Injury Review – No injuries reported. A bee sting was reported to have occurred prior to the meeting involving an employee who is allergic. No report available.
3. CVMIC Work Site Activity Report – CVMIC report from August 5, 2009 visit was reviewed. Isolated issues such as equipment 4 way flashers, safety shoes (lawn mowing) and ANSI approved high visibility were noted. No major safety issues had been cited. Issues have been addressed with employees noted in the report.

D. Training

1. Driver Training – Delayed until spring due to CVMIC schedule.
2. Confined space review to be scheduled with M. Sippin at the Neenah Training site. September 2009.
3. T. Drew to check into dates for Chop Saw (Quickie) saw training which was scheduled at the Menasha Library. T. Drew will contact B. Rank.  
T. Drew will also research providers for Chain Saw Training for Parks and DPW.

E. Motion to adjourn made by V. Mass second A. Alix. Meeting adjourned at 9:40 AM. Next meeting September 22, 2009 @ 9:00 AM.